

**MICHIGAN DEPARTMENT OF AGRICULTURE
AND RURAL DEVELOPMENT
ANIMAL INDUSTRY DIVISION
Animal Welfare Fund
Competitive Grants for 2014**

PROGRAM OVERVIEW

The Michigan Department of Agriculture and Rural Development (MDARD), Animal Industry Division (AID), is offering grants pursuant to Public Act 132 of 2007, the Animal Welfare Fund Act. The purpose of the animal welfare fund is as stated in MCL 287.993 is:

Sec. 3. (1) The animal welfare fund is created in the department to provide funds to promote sterilization and adoption of dogs and cats, to improve knowledge of the proper care of animals pursuant to state animal anticruelty laws by educating the public and training personnel authorized by law to enforce state animal anticruelty laws, to support and enhance programs that provide for the care and protection of animals pursuant to state anticruelty laws, and to allow the purchase of equipment and supplies for programs that receive grants under this act.

PROGRAM FOCUS FOR 2014 AWARDS

1. Increase the number of Michigan dogs and cats that are sterilized and adopted in Michigan.
2. Improve knowledge of the proper care of animals pursuant to state animal anticruelty laws by educating and/or training personnel authorized by law to enforce state animal anticruelty laws with an emphasis on livestock care.
3. Support and enhance programs that provide for the care and protection of shelter animals pursuant to state anticruelty laws.
4. The purchase of equipment and supplies for programs that receive grants under this act.

ELIGIBILITY REQUIREMENTS AND GUIDELINES

1. Funds will only be awarded to animal control shelters and animal protection shelters registered by MDARD pursuant to Public Act 287 of 1969, as amended.
2. Applicants must have submitted their 2012 Annual Shelter Activity Report.
3. Applicants have not received a fine from the MDARD for non-compliance with animal laws in 2012 or 2013.
4. No more than \$10,000 will be awarded to an individual applicant. If more applications are received than can be supported by available funding, awards will go to proposals that best meet grant criteria.

5. A grant received under this act shall not be used to replace funds otherwise designated by a grantee to support similar programs or projects if existing funds for those programs or projects are included in the grantee's budget before receiving a grant under this act.
6. The Director of the Michigan Department of Agriculture and Rural Development will have final authority to approve or not approve grant proposals and awards, based upon selection criteria, program priorities, and application instructions

CRITERIA FOR PROJECT ACTIVITIES THAT ARE ELIGIBLE FOR FUNDING

Projects that will increase the number of dogs and cats that are sterilized and adopted in Michigan:

Preference will be given to projects that achieve sterilization of Michigan dogs and cats prior to adoption and that utilize qualified veterinarians in the local community.

Funding may be used for:

1. Payments to qualified veterinarians ("Qualified veterinarian" means a person licensed or otherwise authorized to engage in the practice of veterinary medicine under part 188 of article 15 of the public health code, 1978 PA 368, MCL 333.18801 to 333.18838, and who practices veterinary medicine in this state.) for reasonable and customary professional services related to sterilization procedures.
2. Purchase of equipment and supplies to support sterilization procedures. Equipment and supplies may be purchased for private practitioner veterinary clinics/hospitals, or for use in animal shelter surgical suites.

Funding may not be used for:

1. Ancillary veterinary procedures such as vaccination, micro chipping, or tests or treatments for conditions or diseases.
2. Sterilization of privately owned dogs and cats.
3. Sterilization of dogs and cats imported in to Michigan expressly for the purpose of adoption.
4. Payroll for staff at a facility where the staff payroll is already a budget item for the facility.
5. Payments for veterinarians not meeting the definition of qualified veterinarian in Act No.132, PA 2007.

Projects that will improve knowledge of the proper care of animals pursuant to state animal anticruelty laws by educating and training personnel authorized by law to enforce state animal anticruelty laws to include livestock.

Funding may be used for:

1. Registration fees for Animal Control Officers and other personnel authorized by law to enforce state anticruelty laws to attend formal training. Examples of eligible conferences where funding can be used for registration include the Michigan Veterinary Medical Association Animal Welfare Conferences, the Michigan Association of Animal Control Officers Conference, the National Association of Animal Control Officers Conferences, and the Michigan Partnership for Animal Welfare Conference.
2. Expenses incurred to have a speaker at a state, regional or local in-state meeting for animal control officers and other personnel authorized by law to enforce state anticruelty laws. Eligible expenses covered for the speaker include; speaker fees, travel costs at the state rate for mileage (or airfare if less than mileage), and hotel accommodations. The speaker must be approved by MDARD.

Funding may not be used for:

1. Travel, lodging, or meal expenses for meeting participants to attend meetings.
2. Expenses for Michigan Department of Agriculture and Rural Development staff.

GRANT APPLICATION FORMAT

The grant proposal must contain the following elements. A template will be posted on line at: www.michigan.gov/animalshelters by October 23, 2013.

1. **Cover page** – Include the organization name, grant dollars requested, contact person, address, telephone number, FAX number, Employer Identification Number (EIN), and e-mail address.

You will not be able to receive grant funds unless you are registered with the state of Michigan as a vendor and set up for Electronic Fund Transfer (EFT). If you are not already registered with the state of Michigan as a vendor, and set up for EFT, please see the enclosed vendor registration instructions, or visit the link for directions on how to register. http://www.michigan.gov/budget/0,1607,7-157-13404_37161-179392--,00.html.

2. **Project Purpose** – Clearly state which project(s) you are applying for (sterilization and/or training). Clearly state the objectives of the project(s). The objective of the project is what you expect to accomplish.
3. **Expected outcome(s)** – It is important that each objective have a specific outcome. This will be the evidence that the program objective was accomplished. The outcome needs to be specific, clear, and a measure of the objective.

For example, expected outcomes for a sterilization project, might be:

- a. The number of dogs and cats sterilized prior to adoption from the shelter will increase by XX % in 2014 as compared to 2013 resulting in XX fewer spay-neuter contracts in 2014 as compared to 2013.

- b. The purchase of two spay packs allowed for our veterinarian to perform an additional two surgeries each surgery day resulting in an additional four dog spays each week.

Expected outcomes for a training project, might be the number of and names of personnel that will attend the identified training and why the training would be useful.

4. **Work Plan** – Describe activities and/or tasks that will be performed to accomplish the objectives of the project. Clearly state who will be conducting the work described, including appropriate timelines for the project and expected date of completion.
5. **Budget Narrative** – Include total estimated cost for proposal with a breakdown of grant dollars to be used on each project. For each project, include an itemized list of expected expenditures. For equipment identify each piece of equipment and include quote from supplier. For supplies/materials identify each item type and quantity and include quote from supplier. Include a copy of the facilities budget.

Examples:

Project: Enhancing sterilization of animals prior to adoption Total: \$4,000

50 cat spays @ Veterinary cost for cat spay of \$75.00 = \$3,750

50 packages suture material @ \$5.00 per pack = \$ 250

Project: Sponsor a regional training session for animal control officers Total: \$2,938

Speaker fee \$1,000

Speaker travel \$ 460

Speaker lodging at conference site 2 nights @ \$139 per night = \$ 278

Registration for 8 animal control officers @ \$150 per person = \$1,200

6. **Verifications**
Verify that no person associated with the animal shelter has a conflict of interest associated with the grant process or grant funding.

GRANT APPLICATION DEADLINES

- Proposals must be received (NOT POSTMARKED) by **Monday, November 15, 2013, at 5:00 pm** and will not be considered if received after the deadline.
- Applications must be no more than six (6) pages
- Grant Applicants will be notified by December 16, 2013.
- MDARD will send out contracts to Grant Recipients by December 30, 2013.
- Grant Recipients will have signed contract to MDARD postmarked by January 30, 2014.
- Grant Cycle will be from February 1, 2014 through December 31, 2014.

- ***Send your proposal to:***

By Mail - Deb Mulvaney, Grant Administrator
Michigan Department of Agriculture and Rural Development
Animal Industry Division
P.O. Box 30017
Lansing, MI 48909

By E-Mail – mulvaneyd@michigan.gov

By Fax- 517/373-6015 (please call 517/284-5684 to confirm it was received)

OR

Hand Delivered - Deb Mulvaney, Grant Administrator
Michigan Department of Agriculture and Rural Development
Animal Industry Division
525 West Allegan
Lansing, MI 48933

MDARD Contact: Deb Mulvaney, (517) 284-5684, or mulvaneyd@michigan.gov